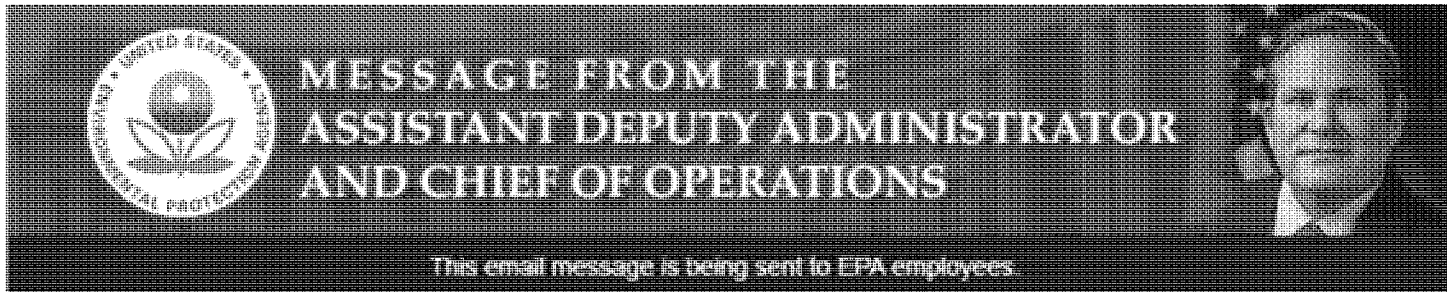


Message

From: MassMailer [massmailer@epa.gov]
Sent: 11/30/2017 6:19:50 PM
To: MassMailer [massmailer@epa.gov]
Subject: ELMS business review process video and slides now available



Colleagues:

On Monday, Nov. 27, I provided training on the business review process, a core element of the [EPA Lean Management System \(ELMS\)](#). Business reviews are a key practice for determining progress toward the targets established by each office. They also help identify challenges and solve problems. I have asked all program and regional offices to initiate a monthly business review process, and I plan to participate in each office's business review meeting according to a regular schedule that we are discussing now.

The [video recording](#) and [slides](#) from Monday's ELMS training on the business review process are now available. I hope you will take the time to review the business review training to get a sense of how ELMS will begin to be deployed throughout EPA. Together, we will begin to use this approach to better deliver EPA's important mission.

I am greatly appreciative of EPA's fantastic communications team, especially Nancy Grantham and Ron Slotkin, and OA's Donna Jenkins for assisting me in coordinating this training in a very short timeframe.

Please direct any questions about this training to Kevin DeBell at 202-566-1931 or debell.kevin@epa.gov. Find additional information on the [ELMS home page](#) and [ELMS resources page](#).

Henry Darwin
Assistant Deputy Administrator and Chief of Operations